



# Planning & Transportation Commission

## Regular Meeting Agenda: August 12, 2020

Virtual Meeting  
6:00 PM

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<https://zoom.us/join>

Meeting ID: 962 7264 8373

Phone number: 1 669 900 6833

**\*\*\*BY VIRTUAL TELECONFERENCE ONLY\*\*\***

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of Covid-19, this meeting will be held by virtual teleconference only, with no physical location. The meeting will be broadcast live on Cable TV Channel 26 and Midpen Media Center at <https://midpenmedia.org/local-tv/watch-now/>.

Members of the public may comment by sending an email to [planning.commission@cityofpaloalto.org](mailto:planning.commission@cityofpaloalto.org) or by attending the Zoom virtual meeting to give live comments. Instructions for the Zoom meeting can be found on the last page of this agenda.

### **TIME ESTIMATES**

Listed times are estimates only and are subject to change at any time, including while the meeting is in progress. The Commission reserves the right to use more or less time on any item, to change the order of items and/or to continue items to another meeting. Particular items may be heard before or after the time estimated on the agenda. This may occur in order to best manage the time at a meeting or to adapt to the participation of the public

### **Call to Order / Roll Call**

### **Oral Communications**

The public may speak on items not on the agenda. Each member of the public may address the Commission for up to three (3) minutes per speaker.<sup>1,2,3</sup>

### **Agenda Changes, Additions, and Deletions**

The Chair or Commission majority may modify the agenda order to improve meeting management.

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1. Spokespersons that are representing a group of five or more people who are identified as present at the meeting at the time of the spokesperson's presentation will be allowed up to fifteen (15) minutes at the discretion of the Chair, provided that the non-speaking members agree not to speak individually.
  2. The Chair may limit Oral Communications to 30 minutes for all combined speakers.
  3. The Chair may reduce the allowed time to speak to three minutes or less to accommodate a larger number of speakers.

## City Official Reports

**6:00PM-6:15 PM**

1. Directors Report, Meeting Schedule and Assignments

### Study Session

Public Comment is permitted. Each member of the public may address the Commission for up to five (5) minutes per speaker.<sup>1,3</sup>

### Action Items

Public Comment is permitted. Applicants/Appellant Teams: Fifteen (15) minutes, plus three (3) minutes rebuttal. All others: Up to five (5) minutes per speaker.<sup>1,3</sup>

**6:15PM-6:45 PM**

2. QUASI-JUDICIAL. 4175 Page Mill Road [20PLN-00040]: Request for Site and Design Review to Allow Replacement of Vault Restroom In-situ With Prefabricated CXT Vault Restroom, Installation of American Disabilities Act (ADA) Parking Stalls, and Construction of an ADA Path of Travel, and Minor Grading of an Existing Gravel Parking Lot. Environmental Assessment: Exempt. Zoning District: Open Space (OS). For More Information Contact the Project Planner Emily Foley at [emily.foley@cityofpaloalto.org](mailto:emily.foley@cityofpaloalto.org)

**6:45PM-8:15 PM**

3. PUBLIC HEARING / QUASI-JUDICIAL / LEGISLATIVE. 788 San Antonio Road [19PLN-00079]: Recommendation on Applicant's Request for a Comprehensive Plan Amendment, Zoning Text Amendments for the Site and Adjacent CS (Service Commercial) Zoning District Properties Between Middlefield Road and East Charleston Road including 1) Applying the Housing Incentive Program; 2) Allowing Rooftop Gardens as Open Space; and 3) Exempting Certain Retail Floor Area from Parking. The Request Also Includes Citywide Zoning Text Amendments to the Definition of Gross Floor Area and Exemptions from Retail Preservation. Applicant Also Seeks a One Lot Subdivision for 102 Condominium Units and a Variance To Allow a Protrusion Into the 24-Foot Special Setback Along San Antonio Road. Environmental Assessment: Environmental Impact Report was Circulated for Public Comment From July 31, 2020 to September 14, 2020. Zoning District: CS.

### Approval of Minutes

**8:15PM-8:25 PM**

Public Comment is Permitted. Three (3) minutes per speaker.<sup>1,3</sup>

4. June 24, 2020 Draft PTC Meeting Minutes
5. July 8, 2020 Draft PTC Meeting Minutes

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## **Committee Items**

## **Commissioner Questions, Comments, Announcements or Future Agenda Items**

**8:25PM-8:40 PM**

## **Adjournment**

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# Palo Alto Planning & Transportation Commission

Commissioner Biographies, Present and Archived Agendas and Reports are available online: <http://www.cityofpaloalto.org/gov/boards/ptc/default.asp>. The PTC Commission members are:

Chair Carolyn Templeton  
Vice Chair Giselle Roohparvar  
Commissioner Michael Alcheck  
Commissioner Bart Hechtman  
Commissioner Ed Lauing  
Commissioner William Riggs  
Commissioner Doria Summa

Get Informed and Be Engaged!

View online: <http://midpenmedia.org/category/government/city-of-palo-alto/> or on Channel 26.

Public comment is encouraged. Email the PTC at: [Planning.Commission@CityofPaloAlto.org](mailto:Planning.Commission@CityofPaloAlto.org).

Material related to an item on this agenda submitted to the PTC after distribution of the agenda packet is available for public inspection at the address above.

## Americans with Disability Act (ADA)

It is the policy of the City of Palo Alto to offer its public programs, services and meetings in a manner that is readily accessible to all. Persons with disabilities who require materials in an appropriate alternative format or who require auxiliary aids to access City meetings, programs, or services may contact the City's ADA Coordinator at (650) 329-2550 (voice) or by emailing [ada@cityofpaloalto.org](mailto:ada@cityofpaloalto.org). Requests for assistance or accommodations must be submitted at least 24 hours in advance of the meeting, program, or service.

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## Public Comment Instructions

Members of the Public may provide public comments to teleconference meetings via email, teleconference, or by phone.

1. **Written public comments** may be submitted by email to [planning.commission@CityofPaloAlto.org](mailto:planning.commission@CityofPaloAlto.org)
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Board, click on the link below for the appropriate meeting to access a Zoom-based meeting. Please read the following instructions carefully.
  - A. You may download the Zoom client or connect to the meeting in-browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
  - B. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
  - C. When you wish to speak on an agenda item, click on “raise hand”. The moderator will activate and unmute attendees in turn. Speakers will be notified shortly before they are called to speak. The Zoom application will prompt you to unmute your microphone when it is your turn to speak.
  - D. When called, please limit your remarks to the time limit allotted.
  - E. A timer will be shown on the computer to help keep track of your comments.
3. **Spoken public comments using a smart phone** will be accepted through the teleconference meeting. To address the Council, download the Zoom application onto your phone from the Apple App Store or Google Play Store and enter the Meeting ID below. Please follow instructions B-E above.
4. **Spoken public comments using a phone** use the telephone number listed below. When you wish to speak on an agenda item hit \*9 on your phone so we know that you wish to speak. You will be asked to provide your first and last name before addressing the Board. You will be advised how long you have to speak. When called please limit your remarks to the agenda item and time limit allotted.

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